

**RULES  
OF  
THE TENNESSEE COMMISSION ON FIRE FIGHTING  
PERSONNEL STANDARDS AND EDUCATION**

**CHAPTER 0360-04-01  
EXAMINATIONS**

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**0360-04-01-.01 GENERAL.**

- (1) All training, practicals and examinations will be based on the performance standards for the appropriate progression level as set forth in these rules and regulations and meet or exceed all applicable NFPA standards, including NFPA 1500. All tests will be given at a location reasonably proximate to local departments in an effort to make it as convenient as possible for applicants.
- (2) Generally, Commission representatives are prohibited from testing personnel from their affiliated department. However, Commission representatives may test personnel from their affiliated department only in a regional test setting and if a majority of the applicants come from other departments.
- (3) An applicant must be at least eighteen (18) years of age in order to take a certification examination.
- (4) Applicants must present a valid government-issued photo identification card prior to being admitted to any examination.
- (5) Commission members and Commission Representatives who wish to challenge a Commission-administered practical or written examination shall do so only under the proctoring of a Commission-approved person who shall create an examination that is used only once.
- (6) Any individual found cheating on a Commission examination will be prohibited from participating in the Certification program for a period of two (2) years and will be required to restart the certification level upon the expiration of the two (2) years. An individual found cheating a second time will be barred from participating in the Certification program.
- (7) Applicants who do not successfully complete all examinations for a level of certification within one (1) year of the date they first challenge that level of certification's written examination will be required to successfully complete another practical/performance examination for that level of certification prior to retaking the written examination. Individuals called to active military duty shall have the time for which their practical examinations are valid towards a written examination be extended for the amount of time the applicant was on active military duty. Furthermore, if the applicant is on active military duty for a period greater than six (6) months, the clock will restart on the time allowed for the practical examinations to be valid; the applicant will have one (1) year to complete that level of certification. A letter from the Fire Chief or Training Officer certifying this leave must accompany the application for written examination. If the Commission has adopted a new standard, the applicant will be required

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to complete a new practical/performance examination which complies with the latest standard adopted by the Commission.

- (8) An applicant may request accommodation for a disability in taking a written examination offered by the Commission. The request for accommodation must be made on the form provided by the Commission and submitted to the Director along with the test application. Any documentation regarding an applicant's disability and his/her need for accommodation in testing will be considered strictly confidential.

**Authority:** T.C.A. §§ 4-24-101, 4-24-106, and 4-24-107. **Administrative History:** Original rule filed August 27, 1979; effective October 10, 1979. Amendment filed November 8, 1990; effective December 23, 1990. Amendment filed December 14, 2009; effective March 14, 2010. Repeal and new rule filed October 27, 2014; effective January 25, 2015.

#### 0360-04-01-.02 APPLICATIONS.

- (1) Any department electing to host an examination shall contact the Commission office or its representative to schedule an examination date. At the time of the examination, each individual applicant must have a completed application submitted with appropriate documentation of necessary prerequisites.
  - (a) Applications must be received by the Commission a minimum of two (2) weeks before any anticipated examination date. The "Application for Examination" form must be completed in its entirety with original signatures.
  - (b) The Commission office will schedule the examination date based upon requested examinations.
  - (c) This test date shall be open to other applicants unless a specific reason exists to have a closed examination. Approval of the Director must be obtained in order to have a closed examination.
  - (d) The Commission Representative will administer the examination on the examination date. At the end of the examination, the Commission Representative will collect all testing materials and answer sheets and send them to the Commission for grading.

**Authority:** T.C.A. §§ 4-24-101, 4-24-106, and 4-24-107. **Administrative History:** Original rule filed August 27, 1979; effective October 10, 1979. Amendment filed November 8, 1990; effective December 23, 1990. Amendment filed December 14, 2009; effective March 14, 2010. Repeal and new rule filed October 27, 2014; effective January 25, 2015.

#### 0360-04-01-.03 CHARACTER OF EXAMINATIONS.

- (1) Written - shall include a written demonstration of each applicant's knowledge and skill in the progression level tested.
  - (a) The Commission shall validate written examination test banks in the following manner:
    1. A Commission representative or designee shall chair a committee of fire service personnel certified at or above the level of certification being validated;
    2. The committee will ensure that:
      - (i) each test question is appropriately referenced to the NFPA Standard;

(Rule 0360-04-01-.03, continued)

- (ii) each test question is properly referenced to the reference manual(s) cited by the Commission;
  - (iii) terminology used in the question is appropriate for all manuals cited;
  - (iv) the answer indicated is correct for all manuals cited;
  - (v) the question is job relevant to Tennessee; and
  - (vi) there is only one correct answer.
3. The Commission shall review and approve the work of the committee.
- (2) Oral - may be used to supplement the written examination to obtain information regarding the abilities of the applicant that are not readily determined in a written examination at a particular progression level.
- (3) Performance - shall include such tests of performance as shall determine the ability, manual skills, and leadership of each applicant to perform the work at the appropriate level.

**Authority:** T.C.A. §§ 4-24-101, 4-24-106, 4-24-107. **Administrative History:** Original rule filed August 27, 1979; effective October 10, 1979. Amendment filed November 8, 1990; effective December 23, 1990. Amendment filed December 14, 2009; effective March 14, 2010. Repeal and new rule filed October 27, 2014; effective January 25, 2015.

**0360-04-01-.04 GRADING.**

- (1) Written - The Commission will prepare a list with the correct answer to each question. Commission office personnel will be responsible for the actual grading of each examination. The passing grade shall be seventy percent (70%) of the total point value of the examination. Any questions concerning the examination or grading thereof must be resolved by the Commission.
- (a) Disputes over the validity of any test question(s) on the Commission's written examinations must be submitted to the Commission, in writing, with the proper referencing materials supporting the dispute within thirty (30) calendar days of receipt of the results of the examination. The Commission shall review the dispute and render a decision on the dispute. The decision of the Commission shall be forwarded to the individual.
- (b) Individuals wanting to review their tests:
- 1. must submit to the Commission a written request within thirty (30) days of receipt of the test score which includes the applicant's name, last four (4) digits of applicant's social security number, phone number and test date;
  - 2. must make an appointment with the Commission Office, for no more than thirty (30) minutes, after submittal of the written request;
  - 3. must score at least sixty-five percent (65%) on the test;
  - 4. will be allowed to take notes when reviewing the test but may not leave the Commission office with the notes;
  - 5. will be allowed to see the answer sheet; and

(Rule 0360-04-01-.04, continued)

6. will be allowed to review the test only one (1) time.
- (c) Test scores will not be released over the telephone.
- (2) Oral - The Commission or its designee will conduct the oral examination where applicable. This portion of the examination will be graded on a pass-or-fail basis.
- (3) Performance - The Commission will designate a qualified individual to conduct the performance examinations. The Commission will require that each examinee perform these activities and grade that performance on a pass-or-fail basis.
  - (a) Disputes over the grading/validity of any written practical must be submitted to the Commission in writing with the proper referencing materials supporting the dispute within thirty (30) calendar days of receipt of the results of the examination. The Commission shall review the dispute, determine the merit of the dispute and determine the appropriate corrective action to be taken, if any is needed, within thirty (30) days of receipt of a dispute. The decision of the Commission shall be forwarded to the individual.

**Authority:** T.C.A. §§ 4-24-101, 4-24-106, 4-24-107. **Administrative History:** Original rule filed August 27, 1979; effective October 10, 1979. Amendment filed November 8, 1990; effective December 23, 1990. Amendment filed December 14, 2009; effective March 14, 2010. Repeal and new rule filed October 27, 2014; effective January 25, 2015.

#### **0360-04-01-.05 RETESTING.**

An applicant failing any examination may retake such examination at the next regularly scheduled examination or any other examination thereafter. An applicant may not retake the exam until at least fifteen (15) days after the initial examination.

**Authority:** T.C.A. §§ 4-24-106 and 4-24-107. **Administrative History:** Original rule filed August 27, 1979; effective October 10, 1990. Amendment filed November 8, 1990; effective December 23, 1990. Repeal and new rule filed April 25, 2005; effective July 9, 2005. Repeal and new rule filed October 27, 2014; effective January 25, 2015.

#### **0360-04-01-.06 EXAMINATION FORM.**

- (1) The examination for Fire Fighter I shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the Performance Standards for Fire Fighter I as adopted in standards in Chapter 0360-06-01.
  - (a) The performance examination requirements for Fire Fighter I shall consist of all of the following:
    1. A hands-on performance/practical administered on a regional basis. This practical shall be developed by the Commission based on and meeting the standards in NFPA 1001.
    2. A live fire practical shall be completed. One of the following options shall be completed:
      - (i) Successful completion of the Tennessee Fire Service and Codes Enforcement Academy's Firefighter I Live Burn course or Firefighter I and II Live Burn course. A Live Fire Suppression Verification Form shall be completed and attached to the "Application for Written Examination"; or

(Rule 0360-04-01-.06, continued)

- (ii) Successful completion of the live fire objectives in NFPA 1001 for Fire Fighter I during a live fire training. All of the exercises listed on the Live Fire Suppression Verification Sheet for the appropriate level shall be completed through the local department's training program. A Live Fire Suppression Verification Form shall be completed and attached to the "Application for Written Examination." The department shall provide the Commission with a minimum of fourteen (14) calendar days' notice by submitting an Application for Live Fire Training by e-mail, US mail, or fax. A Commission or staff member may witness any live fire exercises conducted by a department. This option shall be completed during a training exercise; no working fires shall be utilized for this option.
  - (b) A live fire practical, as part of the Fire Fighter I performance examination requirements, based upon standards of NFPA 1001, 2008 edition shall not be accepted after June 30, 2016. After June 30, 2016, a live fire practical, as part of the Fire Fighter I performance examination requirements, shall be based upon the current standard as adopted by reference in Chapter 0360-06-01-.01.
  - (c) An applicant shall obtain a Fire Fighter I certification within thirty six (36) months of completing a live fire practical. After thirty six (36) months, successful completion of another live fire practical shall be required in order to obtain a Fire Fighter I certification.
- (2) The examination for Fire Fighter II shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the Performance Standards for Fire Fighter II as adopted in standards in Chapter 0360-06-01.
- (a) The performance examination requirements for Fire Fighter II shall consist of all the following:
    - 1. A hands-on performance/practical administered on a regional basis. This practical shall be developed by the Commission based on and meeting the standards in NFPA 1001.
    - 2. A live fire practical shall be completed. One of the following options shall be completed:
      - (i) Successful completion of the Tennessee Fire Service and Codes Enforcement Academy's Firefighter II Live Burn course or Firefighter I and II Live Burn course. A Live Fire Suppression Verification Form shall be completed and attached to the "Application for Written Examination"; or
      - (ii) Successful completion of the live fire objectives in NFPA 1001 for Fire Fighter II during a live fire training. All of the exercises listed on the Live Fire Suppression Verification Sheet for the appropriate level shall be completed through the local department's training program. A Live Fire Suppression Verification Form shall be completed and attached to the "Application for Written Examination." The department shall provide the Commission with a minimum of fourteen (14) working days' notice by submitting an Application for Live Fire Training by e-mail, US mail, or fax. A Commission or staff member may witness any live fire exercises conducted by a department. This option shall be completed during a training exercise; no working fires shall be utilized for this option.

(Rule 0360-04-01-.06, continued)

- (b) A live fire practical, as part of the Fire Fighter II performance examination requirements, based upon standards of NFPA 1001, 2008 edition shall not be accepted after June 30, 2016. After June 30, 2016, a live fire practical, as part of the Fire Fighter II performance examination requirements, shall be based upon the current standard as adopted by reference in Chapter 0360-06-01-.01.
  - (c) An applicant shall obtain a Fire Fighter II certification within thirty six (36) months of successfully completing a live fire practical. After thirty six (36) months, successful completion of another live fire practical shall be required in order to obtain a Fire Fighter II certification.
- (3) The examination for Fire Fighter I/II Combined shall consist of a performance and a written examination. The subjects tested will be substantially derived from the Performance Standards for Fire Fighter I/II Combined as adopted in standards in Chapter 0360-06-01.
  - (a) The performance examination requirements for Fire Fighter I/II Combined shall consist of all the following:
    - 1. A hands-on performance/practical administered on a regional basis. This practical shall be developed by the Commission based on and meeting the standards in NFPA 1001.
    - 2. A live fire practical must be completed. One of the following options must be completed:
      - (i) Completion of the Tennessee Fire Service and Codes Enforcement Academy's Firefighter II Live Burn course or Firefighter I and II Live Burn course. A Live Fire Suppression Verification Form must be completed and attached to the "Application for Written Examination."
      - (ii) Completion of the live fire objectives in NFPA 1001 for Fire Fighter II during a live fire training. All of the exercises listed on the Live Fire Suppression Verification Sheet for the appropriate level must be completed through the local department's training program. A Live Fire Suppression Verification Form must be completed and attached to the "Application for Written Examination." The department must provide the Commission with a minimum of fourteen (14) calendar days' notice by submitting an Application for Live Fire Training by e-mail, US mail, or fax. A Commission member or staff may witness any live fire exercises conducted by a department. This option must be completed during a training exercise; no working fires can be utilized for this option.
- (4) The examination for Fire Department Instructor I shall consist of a performance and a written examination. The subjects tested will be substantially derived from the Performance Standards for Fire Department Instructor I as set forth in Chapter 0360-06-01.
  - (a) Any applicant challenging the Fire Department Instructor I written examination must complete the Fire Department Instructor I Practical Skills Checklist provided by the Commission. This practical is to be graded by an individual certified by the Tennessee Commission on Fire Fighting as either a Fire Department Instructor I or a Vocational and Higher Education Instructor. A completed copy of the checklist must be attached to the "Application for Written Examination."
- (5) The examination for Fire Department Instructor II shall consist of a performance and a written examination. The subjects tested will be substantially derived from the Performance Standards for Fire Department Instructor II as set forth in Chapter 0360-06-01.

(Rule 0360-04-01-.06, continued)

- (a) The performance examination for the Fire Department Instructor II shall consist of completing a prescribed Fire Department Instructor II workbook meeting the current standard.
  - (b) After completion of these materials, the applicant shall return them to the Commission Office for grading on a pass/fail basis and will be notified of his/her results in writing. If the applicant is successful, he/she may apply for the written examination through established procedures; should the applicant be unsuccessful, the applicant will be notified of which areas need improvement and the workbook will be returned for revision.
- (6) The examination for Fire Department Instructor I/II Combined shall consist of a performance and a written examination. The subjects tested will be substantially derived from the Performance Standards for Fire Department Instructor I/II Combined as set forth in Chapter 0360-06-01.
  - (a) The performance examination for the Fire Department Instructor I/II Combined shall consist of completing a prescribed Fire Department Instructor II workbook meeting the current standard.
  - (b) After completion of these materials, the applicant shall return them to the Commission Office for grading on a pass/fail basis and will be notified of his/her results in writing. If the applicant is successful, he/she may apply for the written examination through established procedures; should the applicant be unsuccessful, the applicant will be notified of which areas need improvement and the workbook will be returned for revision.
- (7) The examination for Fire Department Instructor III shall consist of a performance and a written examination. The subjects tested will be substantially derived from the Performance Standards for Fire Department Instructor III as set forth in Chapter 0360-06-01.
- (8) The examination for Fire Officer I shall consist of a performance and a written examination. The subjects tested will be substantially derived from the Performance Standards for Fire Officer I as set forth in Chapter 0360-06-01.
  - (a) The performance examination for Fire Officer I shall be administered by the Commission in conjunction with written examinations. The practical requirement shall be completion of two projects assigned to the applicant at random which are derived from NFPA 1021. These projects will be graded by designated Commission representatives.
- (9) The examination for Fire Officer II shall consist of a performance and a written examination. The subjects tested will be substantially derived from the Performance Standards for Fire Officer II as set forth in Chapter 0360-06-01.
  - (a) The performance examination for the Fire Officer II shall consist of completing a workbook based on NFPA 1021 for Fire Officer II. The workbook may be obtained from the Commission. This project will be graded by the Commission.
- (10) The examination for Fire Officer I/II Combined shall consist of a performance and a written examination. The subjects tested will be substantially derived from the Performance Standards for Fire Officer I/II Combined as set forth in Chapter 0360-06-01.

(Rule 0360-04-01-.06, continued)

- (a) The performance examination for the Fire Officer I/II Combined shall consist of completing a workbook based on NFPA 1021 for Fire Officer II. The workbook may be obtained from the Commission. This project will be graded by the Commission.
- (11) The examination for Fire Officer III shall consist of a performance and a written examination. The subjects tested will be substantially derived from the Performance Standards for Fire Officer III as set forth in Chapter 0360-06-01.
  - (a) The performance examination for the Fire Officer III shall consist of completing a workbook based on NFPA 1021 for Fire Officer III. The workbook may be obtained from the Commission. This project will be graded by the Commission.
- (12) The examination for Fire Officer IV shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the Performance Standards for Fire Officer IV as set forth in Chapter 0360-06-01.
  - (a) An applicant shall successfully complete the hands-on performance/practical examination for Fire Officer IV as promulgated by the Commission utilizing the standards outlined in NFPA 1021, Chapter 7.
- (13) The examination for Hazardous Materials Awareness Certification shall consist of a written examination. The subjects tested shall be substantially derived from the performance standards for Hazardous Materials Awareness as set forth in Chapter 0360-06-01.
- (14) The examination for Hazardous Materials Operations Certification shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Hazardous Materials Operations as set forth in Chapter 0360-06-01.
  - (a) The performance examination for Hazardous Materials Operations Level Certification shall be part of the Fire Fighter I hands-on practical or administered individually. A minimum of one evolution shall be selected from NFPA 472 Hazardous Materials Operations level.
  - (b) The written examination for Hazardous Materials Operations level will be administered in conjunction with the Hazardous Materials Awareness written examination or administered individually.
- (15) The examination for Airport Firefighter shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Airport Firefighter as set forth in Chapter 0360-06-01.
  - (a) The performance examination requirements for Airport Firefighter shall consist of all the following:
    - 1. A hands-on performance/practical administered on a regional basis. This practical shall be developed by the Commission based on the standards in NFPA 1003.
    - 2. A live fire practical must be completed. One of the following options must be completed:
      - (i) Completion of a Federal Aviation Administration training course where, at minimum, all requirements of the Commission's Airport Live Fire Verification Sheet are accomplished.



(Rule 0360-04-01-.06, continued)

- (ii) All of the exercises listed on the Airport Live Fire Suppression Verification Sheet for the appropriate level must be completed through the local airport fire department's training program. An Airport Live Fire Suppression Verification Form must be completed and attached to the "Application for Written Examination". The department must provide the Commission with a minimum of seventy two (72) hours prior notification of live fire exercises, either by e-mail, US mail, or fax. A Commission member or staff may witness any live fire exercises conducted by a department. This option must be completed during a training exercise; no working fires can be utilized for this option.
- (16) The examination for Wildland Firefighter I shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Wildland Firefighter I as set forth in Chapter 0360-06-01.
  - (a) The performance examination for Wildland Firefighter I shall consist of one (1) of the following:
    - (i) Completion of a performance examination based upon NFPA 1051 which has been submitted to the Commission for approval, or
    - (ii) Completion of the "Task Book for the Position of Firefighter Type 2" offered by the Tennessee Division of Forestry.
- (17) The examination for Wildland Firefighter II shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Wildland Firefighter II as set forth in Chapter 0360-06-01.
  - (a) The performance examination for Wildland Firefighter II shall consist of one (1) of the following:
    - 1. Completion of a performance examination based upon NFPA 1051 which has been submitted to the Commission for approval, or
    - 2. Completion of the "Task Book for the Position of Advanced Firefighter/Squad Boss" offered by the Tennessee Division of Forestry.
- (18) The examination for Fire and Life Educator I shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Fire and Life Safety Educator I as set forth in Chapter 0360-06-01.
  - (a) The performance examination for Fire and Life Safety Educator I shall consist of completing a workbook based upon NFPA 1035 for the appropriate level and returning it to the Commission for grading. Once the performance examination has been passed, the applicant can submit his/her application for written examination. An applicant has one year from the completion of the workbook to pass the written examination or must redo the workbook. The workbook can be obtained upon request from the Commission.
- (19) The examination for Fire and Life Educator II shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Fire and Life Safety Educator II as set forth in Chapter 0360-06-01.
  - (a) The performance examination for Fire and Life Safety Educator II shall consist of completing a workbook based upon NFPA 1035 for the appropriate level and returning it to the Commission for grading. Once the performance examination has been

(Rule 0360-04-01-.06, continued)

passed, the applicant can submit his/her application for written examination. An applicant has one (1) year from the completion of the workbook to pass the written examination or must redo the workbook. The workbook can be obtained upon request from the Commission.

- (20) The examination for Fire Safety Compliance Officer I shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Fire Safety Compliance Officer I as set forth in Chapter 0360-06-01.

- (a) The performance examination for personnel assigned to fire suppression shall consist of:

1. the applicant monitoring a minimum of eight (8) fire safety inspections conducted by a Fire Safety Compliance Officer II or an individual certified by the State Fire Marshal's Office in accordance with T.C.A. § 68-120-113 utilizing Standards outlined in NFPA 101 and 1031. Two (2) fire safety inspections of each of the four (4) occupancies, industrial, educational, general business, and institutional, as defined in the NFPA 101 Life Safety Code, are to be conducted; or
2. becoming certified by the State Fire Marshal's Office in accordance with T.C.A. § 68-120-113.

- (21) The examination for Fire Safety Compliance Officer II shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Fire Safety Compliance Officer II as set forth in Chapter 0360-06-01.

- (a) The performance examination for personnel assigned to fire suppression shall consist of:

1. the applicant conducting a minimum of eight (8) fire safety inspections under the supervision of a Fire Safety Compliance Officer II or an individual certified by the State Fire Marshal's Office in accordance with T.C.A. § 68-120-113 utilizing Standards outlined in NFPA 101 and 1031. Two (2) inspections of each of the four (4) occupancies, industrial, educational, general business, and institutional, as defined in the NFPA 101 Life Safety Code, are to be conducted. The evaluator shall evaluate each inspection on a pass/fail basis determining whether the applicant conducted a thorough and complete inspection ensuring compliance with NFPA Standards and any applicable local ordinances. In order to successfully complete the performance examination, the applicant must receive a passing grade for each of the inspections on each of the four (4) occupancies; or
2. becoming certified by the State Fire Marshal's Office in accordance with T.C.A. § 68-120-113.

- (22) The examination for Fire Apparatus Operator shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Fire Apparatus Operator as set forth in Chapter 0360-06-01.

- (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1002, Chapters 4, 5, and 6. In order to challenge this level, the applicant must be able to perform the evolutions on both pumper and aerial apparatus equipment.

(Rule 0360-04-01-.06, continued)

- (23) The examination for Pumper Driver/Operator shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Pumper Driver/Operator as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1002, Chapters 4 and 5.
- (24) The examination for Aerial Apparatus Driver/Operator shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Aerial Apparatus Driver/Operator as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1002, Chapters 4 and 6.
- (25) The examination for Safety Officer shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Safety Officer as set forth in Chapter 0360-06-01.
  - (a) The performance examination for Safety Officer shall be the completion of a written outline of the Safety Officer's role, duties, and responsibilities in accordance with NFPA 1521, OSHA, and other standards given an incident scenario provided by the Commission. The applicant will be provided the incident scenario in a written examination setting. This outline will be evaluated by a Committee of the Commission which will meet in conjunction with a regularly scheduled Commission meeting on an as-needed basis. Successful completion of this outline will qualify the applicant to take the written examination for Safety Officer.
- (26) The examination for Incident Safety Officer I shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Incident Safety Officer I as set forth in Chapter 0360-06-01.
  - (a) The performance examination for Incident Safety Officer I shall be the completion of a written outline of the Incident Safety Officer I's role, duties, and responsibilities in accordance with NFPA 1521, OSHA, and other standards given an incident scenario provided by the Commission. The applicant will be provided the incident scenario in a written examination setting. This outline will be evaluated by a Committee of the Commission which will meet in conjunction with a regularly scheduled Commission meeting on an as-needed basis. Successful completion of this outline will qualify the applicant to take the written examination for Incident Safety Officer I.
- (27) The examination for Health & Safety Officer I shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Health & Safety Officer I as set forth in Chapter 0360-06-01.
  - (a) The performance examination for Health & Safety Officer I shall be the completion of a written outline of the Health & Safety Officer I's role, duties, and responsibilities in accordance with NFPA 1521, OSHA, and other standards given an incident scenario provided by the Commission. The applicant will be provided the incident scenario in a written examination setting. This outline will be evaluated by a Committee of the Commission which will meet in conjunction with a regularly scheduled Commission meeting on an as-needed basis. Successful completion of this outline will qualify the applicant to take the written examination for Health and Safety Officer I.

(Rule 0360-04-01-.06, continued)

- (28) The examination for Technical Rescuer shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Technical Rescuer as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1006, Chapters 4 and 5.
- (29) The examination for Rope Rescuer shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Rope Rescuer as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1006, Chapters 5 and 6.
- (30) The examination for Confined Space Rescuer shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Confined Space Rescuer as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1006, Chapters 5 and 7.
- (31) The examination for Trench Rescuer shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Trench Rescuer as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1006, Chapters 5 and 8.
- (32) The examination for Structural Collapse Rescuer shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Structural Collapse Rescuer as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1006, Chapters 5 and 9.
- (33) The examination for Vehicle Rescuer shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Vehicle Rescuer as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1006, Chapters 5 and 10.
- (34) The examination for Surface Water Rescuer shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Surface Water Rescuer as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1006, Chapters 5 and 11.

(Rule 0360-04-01-.06, continued)

- (35) The examination for Swiftwater Rescuer shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Swiftwater Rescuer as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1006, Chapters 5 and 12.
- (36) The examination for Dive Rescuer shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Dive Rescuer as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1006, Chapters 5 and 13.
- (37) The examination for Ice Rescuer shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Ice Rescuer as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1006, Chapters 5 and 14.
- (38) The examination for Surf Rescuer shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Surf Rescuer as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1006, Chapters 5 and 15.
- (39) The examination for Wilderness Rescuer shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Wilderness Rescuer as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1006, Chapters 5 and 16.
- (40) The examination for Mine and Tunnel Rescuer shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Mine and Tunnel Rescuer as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1006, Chapters 5 and 17.
- (41) The examination for Cave Rescuer shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Cave Rescuer as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1006, Chapters 5 and 18.

(Rule 0360-04-01-.06, continued)

- (42) The examination for Machinery Rescuer shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Machinery Rescuer as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1006, Chapters 5 and 19.
- (43) The examination for Exterior Industrial Fire Brigade Member shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Exterior Industrial Fire Brigade Member as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1081, Chapters 4 and 6.
- (44) The examination for Interior Structural Fire Brigade Member shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Interior Structural Fire Brigade Member as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1081, Chapters 4 and 7.
- (45) The examination for Fire Inspector I shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Fire Inspector I as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1031, Chapter 4.
- (46) The examination for Fire Investigator I shall consist of a performance and a written examination. The subjects tested shall be substantially derived from the performance standards for Fire Investigator I as set forth in Chapter 0360-06-01.
  - (a) The applicant must complete a hands-on performance/practical examination promulgated by the Commission utilizing the Standards outlined in NFPA 1033.

**Authority:** T.C.A. §§ 4-24-101, 4-24-106, 4-24-107, 4-24-110, and 68-1-102. **Administrative History:** Original rule filed August 27, 1979; effective October 10, 1979. Amendment filed November 8, 1990; effective December 23, 1990. Repeal and new rule filed October 14, 1994; effective February 28, 1995. Repeal and new rule filed April 25, 2005; effective July 9, 2005. Amendment filed December 14, 2009; effective March 14, 2010. Amendments filed October 5, 2010; effective March 31, 2011. Amendments filed August 2, 2011; effective January 29, 2012. Repeal and new rule filed October 27, 2014; effective January 25, 2015. Amendments filed June 3, 2016; effective September 1, 2016.

#### **0360-04-01-.07 RESERVED.**

**Authority:** T.C.A. § 4-24-207. **Administrative History:** Original rule filed August 27, 1979; effective October 10, 1979. Repeal filed November 8, 1990; effective December 23, 1990. Repeal and new rule filed October 27, 2014; effective January 25, 2015.

**0360-04-01-.08 WRITTEN EXAMINATIONS.**

- (1) Written examinations will be scheduled by the Commission office.
- (2) A test site for a written examination must:
  - (a) have sufficient space with tables/desks and chairs for the applicants;
  - (b) have sufficient lighting;
  - (c) be sufficiently free of outside noise or other distractions which could interfere with the examination;
  - (d) be reasonably comfortable with respect to the environment so as to not provide a distraction from the examination; and
  - (e) meet all ADA requirements.
- (3) The Commission representative shall ensure that the test site meets these requirements prior to the start of the written examination.

**Authority:** T.C.A. §§ 4-24-101, 4-24-106, and 4-24-107. **Administrative History:** Original rule filed December 14, 2009; effective March 14, 2010. Repeal and new rule filed October 27, 2014; effective January 25, 2015.

**0360-04-01-.09 PRACTICAL EXAMINATIONS.**

- (1) One department may administer a performance/practical examination to another participating department and/or may enroll students from another department in an approved Recruit Training Program provided the following conditions are met:
  - (a) The administering department's practical/performance examination and/or Recruit Training Program have been approved by the Commission;
  - (b) Both departments have agreed to allow the applicant(s) to utilize the administering department's practical examination; and
  - (c) Proof of successful completion of the practical is sent to the applicant(s)' department and placed on file.
- (2) The application for examination shall be submitted by the department of which the applicant is a member and the examination results will be forwarded to that department.
- (3)
  - (a) For hands-on or live burn practical examinations, compliance with 29 CFR 1910.134, Respiratory Protection Standard, is required. An applicant is required to have been SCBA fit tested for within twelve (12) months of the examination and a SCBA Fit Testing Verification form is to be completed. Appropriate documentation shall include: 1) the signature of the Fire Chief from the applicant's sponsoring department; and 2) documentation from an authorized fit-testing entity. No one will be allowed to participate in the hands-on or live burn practical examination in which a SCBA is used unless their fit testing is documented.
  - (b) Candidates for Tennessee State Fire Commission Certification in Fire Fighter I or II hands-on or live burn practicals, who have beards or facial hair in the area of the SCBA face piece seal (examples may include full-face beards, muttonchops, goatees, sideburns, mustaches, or even a few days growth of stubble, etc.) will not be allowed to

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participate in the skills exam. Facial hair between the wearer's skin and the sealing surfaces of the face piece will prevent a good seal. A fire fighter shall not enter an area in which it has been determined that respiratory protection is necessary when conditions prevent a good seal of the respirator face piece to the face. This will be enforced regardless of the live fire skills being tested at any site. No exceptions to this policy will be granted. This is in conjunction with 29 CFR 1910.134 Respiratory Protection Standard.

- (c) Ordinary eyeglasses shall not be used with full face piece respirators. Eye glasses with temple bars or straps that pass between the sealing surface of a full face piece and the fire fighter's face will prevent a good seal. Special spectacle kits can be ordered and mounted inside a full face piece respirator.
- (4) (a) For Regional Practical Examinations, a department is required to furnish a minimum of one (1) evaluator for every two (2) applicants that the department submits for examination. If a department submits less than two applicants, that department will not be required to provide an evaluator but is strongly encouraged to do so.
- (b) Evaluators must be certified by the Commission at a minimum of Fire Fighter-II level (Fire Fighter-III for 1987 NFPA Standard or earlier) and are encouraged to be certified at the Fire Department Instructor-I level.
- (c) Evaluators will be required to successfully complete a Commission-approved examination before being allowed to serve as an Evaluator. The Evaluator training and examination may be available online over the Internet.
- (5) Regional Practical Examination Site Requirements. The department hosting a regional practical exam must be able to meet the following conditions:
  - (a) have adequate space to conduct the practical examinations;
  - (b) be able to provide all equipment required for the examination, excluding the equipment each applicant must provide in accordance with Commission rules;
  - (c) a member of the host department must have attended a regional practical examination before hosting one within the department;
  - (d) provide a minimum of three (3) evaluators who are certified by the Commission at a minimum of Fire Fighter-II level (Fire Fighter-III for 1987 NFPA Standard or earlier) and are encouraged to be certified at the Fire Department Instructor-I level;
  - (e) the proposed test site was inspected by the Commission representative in order to ensure it meets the requirements of the program; and
  - (f) provide for their firefighters and for practical examinations equipment which has been inspected and meets all applicable NFPA safety standards.
- (6) A host department for a practical examination must provide the Commission representative on the day of the practical examination a letter addressed to the Commission and signed by the Fire Chief or Training Chief certifying that all equipment used in the practical examination meets all applicable NFPA, OSHA and other applicable Standards for safety and required inspections. Included in the letter shall be a certification statement that all equipment that is required to be tested according to said Standard (e.g., ladders, hose, pumps, SCBA, etc.) has been tested according to the Standard. Failure to provide this letter will result in cancelation of the practical examination for that day.



(Rule 0360-04-01-.09, continued)

- (7) All instructors, evaluators, and approved applicants who participate in a live fire practical must meet the requirements of Chapter 4, Section 4.3, Student Prerequisites, of the latest adopted edition of NFPA 1403. Written documentation of completion of this training must be kept on file by the department and will be subject to audit by the Commission. All requirements listed in the Live Fire Training Requirements Book must be completed.
- (8) Hands-on practical skill sheets shall be available to all applicants through the Commission Internet website.
- (9) Practical examination sites must have adequate space to safely hold the examination. The test site should have an isolated holding area for the applicants waiting to take the examination and a separate area for applicants who have completed the examination. The Commission representative shall ensure that the test site meets these requirements prior to the start of the examination.
- (10) Guidelines for Hands-On Practical and Live Burn Practical Examinations:
  - (a) No fee will be charged by the Commission for these examinations.
  - (b) Hands-on Practical regional test sites are to be established in each Commission representative's territory, on an as needed basis in order to meet the needs of the airport fire departments within their territories.
  - (c) Live Fire Practical Tests sites are to be established by the Commission representatives in conjunction with departments able to host this type of practical and must be NFPA 1403 compliant.
  - (d) Applicants may travel out of their region to test at other test sites.
  - (e) The Commission representative is to conduct a training seminar for evaluators prior to each practical examination to ensure the evaluator's understanding of testing procedures, grading procedures, performance criteria, and instructions on completing required paperwork. The Commission will provide the Commission representative with documents to be utilized during this training. Any evaluator who fails to attend this training will not be allowed to serve as an evaluator.
  - (f) Applications to challenge the practical examination must be submitted to the Commission a minimum of two (2) weeks prior to the examination date. A minimum of ten (10) applicants must be scheduled in order to conduct the practical examinations; a maximum of fifty (50) applicants can be tested per day. The Commissioner or Commissioner's designee may waive this requirement if justification exists.
  - (g) An applicant who fails any evolution shall be notified immediately of his/her failure and will be allowed to leave the practical immediately.
  - (h) Copies of the entire practical examination will be provided to all departments. A copy may also be requested by individuals from the Commission Office either by e-mail or US mail.
  - (i) Applicants who complete the examination must remain at the host facility until the end of the day to assist in cleaning and restoring the host facility to original condition prior to receiving test results. Leaving early will result in automatic failure unless the applicant is given permission to leave by the Commission representative.

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- (j) Persons who have completed their practical must remain separate from those waiting to challenge.
- (k) Persons waiting to challenge the practical examination must be secluded from the actual practical. Under no circumstances should an applicant waiting to challenge the practical examination be allowed to see the practicals being administered or be in contact with any individual who has completed the practical.
- (l) The applicant or the applicant's sponsoring department must provide at least one SCBA and mask; and each applicant must bring a mask which has been fit tested to them.
- (m) The applicant or the applicant's sponsoring department shall inspect each applicant's equipment to ensure it meets current additions of applicable safety standards. These standards include:
  - 1. NFPA 1981
  - 2. NFPA 1971
  - 3. NFPA 1976
  - 4. NFPA 1977
  - 5. NFPA 1982
- (n) Each applicant must bring his/her own personal protective equipment (e.g., helmet, turnout gear, gloves, and coat) including SCBA.
- (o) The host department shall provide the equipment to be used for testing, e.g., ladders, hose, etc.
- (p) The applicant must assume liability in case of injury. A statement to this effect is included on the application which must be signed by the applicant.
- (q) The Commission will solicit individuals who are Fire Fighter II or Fire Instructor I certified or individuals deemed by the Commission to be subject matter experts in the area of firefighting and are interested in serving as evaluators. Individuals shall submit their names and qualifications. This list of names will be maintained by the Commission office which will rotate through the names for each examination. Individuals may add their names at any time.
- (r) An applicant must perform the practical skills examinations as required for each class of certification. An applicant cannot refuse to perform a practical skills examination even if his/her department does not have the equipment specified to perform that practical skill.
- (s) The Commission representative shall have the authority to adopt these guidelines to address specific life safety problems as they arise.

**Authority:** T.C.A. §§ 4-24-101, 4-24-106, and 4-24-107. **Administrative History:** Original rule filed December 14, 2009; effective March 14, 2010. Repeal and new rule filed October 27, 2014; effective January 25, 2015.